



DEPARTMENT OF THE NAVY
COMMANDER, FLEET ACTIVITIES SASEBO
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Ser N00J/275
12 Mar 21

MEMORANDUM

From: Commander, Fleet Activities Sasebo
To: Active Duty and Reserve Personnel, Retirees, Military Dependents, Civilian Employees, Contractors, Host Nation Civilian Employees and Anyone with Installation Access

Subj: CFAS RESTRICTION OF MOVEMENT REQUIREMENTS AND GUIDELINES

Ref: (a) CFAS Public Health Order of 12 Mar 21
(b) USFJ Force Public Health Order 21-002 of 8 Mar 21
(c) USFJ FRAGORD 001 to Force Public Health Order 21-0002 of 8 Mar 21
(d) CNFJ/CNRJ Restriction of Movement (ROM) Guidance in Response to COVID-19 (UPDATE III) of 5 Mar 21
(e) CNFJ/CNRJ Memorandum: Post Leave Restriction of Movement (ROM) Requirement of 9 Sep 20
(f) NAVADMIN 083/20
(g) NAVADMIN 037/21

1. This Memorandum establishes Restriction of Movement (ROM) policies and rules for persons subject to reference (a) per references (b) through (g). ROM is a general term that includes both Quarantine and Isolation. In this Memorandum and in reference (a), ROM specifically refers to post-travel restriction of movement. This Memorandum applies to military personnel, U.S. civilian personnel, contractors and their respective dependents assigned to or residing at Commander, Fleet Activities Sasebo (CFAS) (including off base residences). Master Labor Contractor (MLC) employees and Indirect Hire Agreement (IHA) employees are strongly encouraged to inform their supervisors of any situation that may necessitate self-isolation and to follow similar procedures as outlined here. Uniformed personnel who disobey these guidelines may be punished under the Uniform Code of Military Justice (UCMJ) for violation of Articles 84 and/or 92. Non-compliance by all other individuals that either have or desire base access may be subject to administrative measures such as curtailment, debarment or early return to the United States. References (d) through (g) provide additional guidance on ROM. For specific definitions of terms, see section 2 of reference (a). **Operational commands may impose stricter ROM requirements. Persons attached to vessels or deployable units should inquire with their direct chain of command to ascertain what additional ROM requirements must be completed.**

2. ROM

a. Generally. The following persons are required to ROM before they can access CFAS: i) travelers returning or arriving from any location outside of Japan; ii) persons who violate this

Enclosure (1)

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Public Health Order (PHO) and iii) Cohabitants of persons required to ROM. **Unless a person is eligible for Limited Release Status (LRS) or Working ROM, ROM lasts for a minimum of 10 days followed by 4 days of LRS.**

b. Travel ROM. For travelers, the amount of time spent in ROM depends on their employment status and their vaccination status.

(1) Working ROM (Military and Civilian Employees Only). Individuals who are uniformed Department of Defense (DoD) personnel or members of the civilian component who arrive in Japan from another country and are Immunized may, **if their command** (at the direct supervisory level) **is able to properly support**, conduct a Working ROM for their first **7-day period upon arrival to Japan**. In this status, uniformed personnel and members of the civilian component are permitted to travel directly between their place of work and domicile **by Privately Owned Vehicle (POV) or Government Owned Vehicle (GOV) only. Walking and biking outside of a Military Installation to get to work is prohibited.** Walking to work while maintaining physical distance to the maximum extent possible while within a Military Installation is permitted. Working ROM personnel **must work in a separate area and will only come in contact with Immunized Personnel**. Personnel in Working ROM status **will not** use dine-in, take-out or any other base services; they are required to avoid contact with the general base population. Individuals who are in a Working ROM status will have Coronavirus Disease 2019 (COVID-19) testing completed on or after the fifth day post-arrival. If test results are negative, individuals in Working ROM status transition to LRS for a second 7-day period. If at any time these individuals become symptomatic, they will be transferred to Isolation or Quarantine as directed by CFAS medical. The total days of Working ROM and LRS must equal 14 days. Immunized Military and Civilian employees whose commands **cannot support the requirements of Working ROM** will ROM in the same manner as Immunized Dependents outlined in section (c) below. Commands are responsible for accurately tracking persons in Working ROM and ensuring they obey all applicable guidance and that their spaces meet Working ROM requirements.

(2) 90-day Recovered Positive Case Travelers. Travelers to Japan who arrive within 90 days of being a confirmed COVID-19 Positive Case, and are recovered, are not subject to testing or ROM procedures upon arrival in Japan. These individuals are placed into LRS for 14 days. Because these individuals are eligible for LRS, there is no need for Working ROM. 90-day Recovered Positive Cases who travel within 90 days of receiving a positive case, given LRS based on the date of their travel falling within 90-days of the positive case (e.g. if someone travels on day 87 they are still placed in LRS even though the 90 days will expires during their first 14 days in Japan).

(3) Immunized Dependent Travelers. Immunized dependent travelers are not eligible for Working ROM. However, after spending the first **7-day period in ROM in their domicile**, Immunized dependents who receive a negative test result (conducted on or after the fifth day) transition to **LRS for a second 7-day period**. If at any time these individuals become symptomatic, they will be transferred to Isolation or Quarantine as directed by CFAS medical.

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Total days of ROM and LRS for these individuals must equal 14 days. The command of the dependent's sponsor is responsible for ensuring compliance with ROM and LRS and for reporting changes in status to the CFAS ROM team.

(4) Non-Immunized Travelers. Travelers who are not Immunized will **ROM in their domicile for 10 days** and will observe the strict rules for ROM outlined in this Memorandum and ROM acknowledgement (provided below). These individuals will receive COVID-19 testing on or after their eighth day of ROM. **For the 11th through 14th day, these individuals transition to LRS.** Commands are responsible for reporting ROM status and ensuring compliance. The CFAS ROM team will also track the status of non-immunized travelers.

c **Cohabitant ROM.** All Cohabitants of anyone in a ROM status will also be placed in a ROM status. Persons placed into ROM **due to cohabitation only** are not required to compete a COVID-19 viral test. **Cohabitants** who are 90-day **Recovered** Positive Cases or Immunized **are not required to ROM** due to Cohabitation with a person who is placed in a ROM Status. **90-day Recovered Positive Case and Immunized Cohabitants are placed into a 14-day LRS.**

d. Determining when PHO Violations require ROM. When a violation of this PHO is discovered, I will evaluate whether a **10-day ROM followed by 4-day LRS** is mandatory. I will weigh a variety of factors, to include: the location of the violation, the presence of Status of Forces Agreement (SOFA)/non-SOFA personnel **present**, the nature of the behavior constituting the violation, whether contract tracing is possible, **Vaccinated or Immunized status of the parties involved** and the length of possible exposure to COVID-19. In situations where these factors pose a significant risk of exposure and transmission to the community, I will mandate a strict **10-day ROM and 4-day LRS**. If after looking at these factors, I determine that the risk of exposure and transmission is low, a 14-day ROM will not be required; however, a person found in violation of this PHO will still be subject to disciplinary action under the UCMJ or applicable civilian administrative processes. If a **10-day ROM and 4-day LRS** period is required due to a violation of this PHO, exit testing per section 10 below is not required.

(5) Active Duty personnel who are in a ROM status upon their return to Japan are in a duty status and per references (d) and (f), the ROM period is not chargeable/annual leave.

3. Quarantine. The status of individuals who are restricted in their movements due to their being believed to be exposed to a communicable disease in order to prevent the possible spread of the disease. Quarantine is precautionary, not punitive. Quarantine is medically directed and is used for persons who had close contact with a known COVID-19 Positive Case. Quarantine is required of i) persons who are Close Contacts of a confirmed Positive Case and ii) persons who are Close Contacts of a person who is under suspicion of being a Positive Case. **Quarantine is not required for persons who are Immunized or 90-day Recovered Positive Cases; however, these individuals will be placed in a LRS for 14-days starting from the date of last known contact with the Positive Case.** Until CFAS Medical clears a person and places them into LRS, they will follow procedures for persons placed into Quarantine.

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4. **Isolation.** Isolation refers to separating confirmed Positive Cases from people who are not infected. Symptomatic individuals may also be placed in Isolation pending results from COVID-19 testing. Isolation is medically directed and is precautionary, not punitive. Isolation is required for: i) Confirmed Positives and ii) persons who are symptomatic and are undergoing testing to determine if they are a Positive Case.

5. **Individual and Family Requirements.** See the ROM Acknowledgement below for details on what is permitted/prohibited during ROM periods. The ROM Acknowledgment also contains certain exceptions for limited activities during ROM. All persons that must ROM and their chain of command should thoroughly review the requirements listed in the ROM Acknowledgement.

6. **Lodging Requirements.** All Navy SOFA travelers returning to Japan must conduct their ROM on a U.S. installation or if they have established a residence in Japan, at their residence. Individuals living in open-bay settings or rooms with shared bathrooms and/or kitchens facilities should be placed in separate lodging to span the 14-day ROM period. Families in the same ROM status do not require separate lodging; families may conduct ROM together but should still practice physical distancing unless travel was conducted jointly (e.g. family member returns from leave in Continental United States (CONUS) to a domicile where a Service Member has not left—the family member should utilize a separate bedroom and bathroom for the duration of ROM).

7. **Command Responsibilities.** Commander, Navy Region Japan has clarified in reference (c) that each tenant command is responsible for supporting its own personnel in ROM. Commands will assist in making arrangements to transport personnel from the airport to their residence (excluding non-government travel, e.g. leave, which must be arranged by the traveler). Units **will track and** report all members in a ROM, **Working ROM and LRS** to the CFAS Command Master Chief (CMC) and Chief Staff Officer (CSO). Reports to the CSO and CMC must be by email and include the member's: Unit Identification Code (UIC) number, last name, first name, Department of Defense (DoD) identification number, current address, ROM address and the start date of the member's ROM, **Working ROM or LRS. The CFAS ROM team will also track all persons in ROM, Working ROM and LRS.** Vaccination status and if a member is a 90-day **Recovered** Positive Case will be reviewed by a unit travel coordinator who has been designated in writing to perform this function. The individual unit to which the individual is assigned will arrange separate lodging if needed for ROM. Immediate supervisors will not require individuals to report to their duty location or otherwise disregard ROM requirements. Units are responsible to facilitate all aspects of initial in processing (orders, voucher, etc.). Commands must ensure that such persons have sufficient clothing, thermometers, emergency non-med personal protective equipment, hygiene equipment, food/meals, cleaning supplies, telework equipment if applicable and means to communicate with medical personnel and their command. Commands must also ensure that ROM personnel receive a COVID-19 test as described in paragraph (g) below.

8. **Calculating ROM Periods for Persons Returning from Travel.** ROM lasts 14-days, counting **from the day following arrival** and ending on the 14th day at the same hour as arrival to the

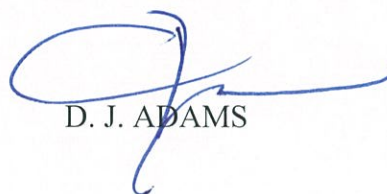
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ROM location. This is applicable for all situations requiring ROM, including official and unofficial travel. **In cases of Close Contacts, Quarantine is determined to be 14-days from the time of last known contact with the Positive Case or under suspicion of being a Positive Case.**

9. Acknowledgement and Accountability. Active duty military will sign a NAVPERS 1070/613 containing the requirements outlined in the ROM Acknowledgement below. Everyone else will sign the ROM Acknowledgement of this Memorandum.

10. ROM Exit Testing. Per reference (c), all persons whose ROM was required due to travel from outside of Japan will undergo COVID-19 viral testing prior to exiting ROM. **Exit testing is given on a date determined by the status of the traveler's ROM (Working ROM, ROM for Immunized dependents, ROM for Deferred or unvaccinated individuals). All individuals must complete a full 14-days of ROM/LRS/Working ROM or a combination thereof and receive a negative test result in order to be totally cleared.** If a test comes back positive, such individuals will transition to Isolation for an additional 10 days. Personnel placed in ROM due to Cohabitation **only** are **not required** to complete a COVID-19 viral test. ROM may exceed 14 days if test results are delayed.

11. Testing at Japanese Airports/Ports of Entry. If testing is completed at a commercial entry point in Japan, such testing does not satisfy United States Forces Japan (USFJ) requirements for a viral test prior to release from ROM. Those tests must be administered by U.S. medical personnel.



D. J. ADAMS

ROM RULES AND ACKNOWLEDGEMENT

1. In order to obtain and/or maintain access to Commander, Fleet Activities Sasebo (CFAS), you must meet the following requirements. If you are unable to meet these requirements, you will not be granted base access and may be subject to additional administrative action such as curtailment, debarment or early return to the United States. Military members who violate these rules may be punished under Articles 84 and 92 of the Uniform Code of Military Justice.

2. Because you recently:

a. came into contact with a **Positive Case** or a person suspected of having contracted COVID-19;

b. traveled outside of Japan or to prohibited areas (Red areas as designed on Map (1) of enclosure (2) or Black areas designated on Map (2) of enclosure (2) of the CFAS PHO);

c. had Close Contact with anyone from prohibited areas; or

d. otherwise violated the CFAS Public Health Order

on the date of _____, you will be residing at: _____

until the date of _____. **After that time, and upon receipt of a negative COVID-19 test, you will transition to a Limited Release Status for _____ days.** In addition, you will abide by the following:

(1) Do not travel between airports/installations/domicile via public transport. Only government vehicles (GOV) or personal vehicle (POV) may be used to get to your Restriction of Movement (ROM) location. **During transit in a GOV personnel will not stop for gas, food, restrooms, comfort breaks, etc. where contact with the general public is possible.** If ROM has been completed elsewhere in Japan after arrival, public transport is authorized to return to Sasebo. **However, for personnel assigned to vessels or joining a vessel, ROM requirements may be more stringent and public transportation may not be authorized. Persons attached to vessels or deployable units should inquire with their direct chain of command to ascertain what additional ROM requirements must be completed.**

(2) Remain restricted to your residence or other appropriate domicile, to include the Navy Lodge, Navy Gateway Inn and Suites. You are to limit close contact (within six feet) with others. Do not exit an assigned domicile for any reason except as directed by medical personnel. Use of public areas within lodging facilities (smoking areas, laundry, dining areas, ice machines, computer areas, etc.) is also **prohibited**. For the purpose of this restriction, a domicile includes those outdoor areas which solely belong to that domicile's residents with no shared spaces (e.g. yards, balconies, etc.).

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(3) Do not go to work.

(4) Do not conduct any in-person check-in activities while in a ROM status, to include Area Orientation Briefings (AOB), house hunting, vehicle registrations, personal property/household goods shipment coordination, school registration, command check-in, etc. Virtual check-in activities are encouraged and authorized.

(5) Self-monitor by taking temperatures twice a day to check for fever, and remain alert for cough or difficulty breathing. If feeling feverish or developing a fever ($>100^{\circ}\text{F}$ or 38°C per CDC guidelines), cough or difficulty breathing during the self-monitoring period, you must self-isolate, limit contact with others, notify your supervisor or chain of command, and seek advice by telephone from the appropriate healthcare provider to determine whether medical evaluation is needed.

(a) Individuals not exhibiting symptoms do not need to be monitored daily by medical personnel.

(b) For any in-person assessments of individuals (including asymptomatic individuals), medical personnel should adhere to appropriate medical guidance by Higher Headquarters. You must call ahead before going to a medical treatment facility, informing medical staff of your symptoms and travel history.

(c) You may contact the local medical treatment facility by calling 0956-50-2551. Also, notify your command Point of Contact (POC) or a supervisor. Medical staff should follow CDC guidance when assessing individuals displaying fever and symptoms consistent with COVID-19.

(6) You must remain in ROM until both i) the return of a negative COVID-19 viral test and ii) the expiration of **your ROM period, unless put into LRS**. Testing is only required for personnel who have traveled into Japan from another country.

(7) Address and coordinate any assistance you need with purchasing required food/hygiene items and laundry with your command Point of Contact (POC), Chain of Command or arrange delivery through other means (Navy Exchange, Commissary, etc.). Your command is responsible for supporting you in ROM. Commands should assure that you have a means to contact medical and your command if necessary.

(8) The only exceptions to sections 1-7 are: i) leaving a residence for medical screening or treatment purposes as directed by medical; ii) in case of a life threatening emergency situation; and iii) animal welfare (e.g. dog walking). Dog walking should be done no greater than 50 feet from domiciles and must avoid contact within six feet of any non-immediate family member. In every case involving an exception, the wearing of face coverings and physical distancing will be practiced at all times.

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(9) If anything in this order is (or becomes) inconsistent with medical guidance or medical necessity, you should follow the guidance of your medical provider and immediately notify your command POC or direct supervisor.

(10) Before you are able to leave ROM, you must complete a COVID-19 screening test. This test may be administered to you on a date determined by you depending on your vaccination/Positive Case status. If test results are negative, you will be placed into LRS until a total of 14 days have passed since your arrival in Japan or date of last known contact with a Positive Case, provided that results are received from the lab on time. If test results are delayed, ROM will be extended until results are received. If the test comes back positive for COVID-19, you will transition to an Isolation status for 10 additional days. Release will then be contingent on satisfaction of Isolation requirements and medical clearance.

(11) Anyone who is your Cohabitant must also ROM unless the Cohabitant is a 90-day Recovered Positive Case or Immunized Person as defined in reference (a).

3. Should you have any questions or concerns, contact _____ at the email address _____ or the number of _____.

4. Failure to comply with this order may subject you to punitive or administrative action. Thank you for your continued support and cooperation!

ACKNOWLEDGEMENT

1. I acknowledge that the above are requirements for base access per the CFAS Public Health Order of 12 Mar 2021. I acknowledge that I reviewed and understand these requirements and that should I have any questions or require any clarification, I must first consult with the POC named above. I acknowledge that all of the above requirements apply to me. I further understand that non-compliance may subject me to administrative action based on my status (i.e., punishment under the UCMJ if military; curtailment, installation debarment or Early Return to the United States if a civilian or dependent).

Printed Name

Signature and Date